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MEMORANDUM

TO: Tennessee's Early Intervention System (TEIS) Providers

FROM: Jamie Thomas Kilpatrick, Director
Office of Early Childhood Programs, Division of Special Education

RE: Tennessee's Early Intervention Data System (TEIS), Central Reimbursement Office (CRO)

DATE: June 9, 2008

The support for implementation of Tennessee's Early Intervention System by Vendors continues to be an integral part of our success. Tennessee is committed to a family-centered community-based system of early intervention services for eligible infants and toddlers and their families. As part of that commitment, the Office of Early Childhood is establishing an improved incentive rate for services provided in the Natural Environment. This improved rate recognizes the increased costs that we all face when traveling. We continue to be impressed by your supports and services that are delivered to children and families served by the Tennessee's Early Intervention System (TEIS). The state Central Reimbursement Office (CRO) continues to strive for consistent and timely reimbursements to all vendors.

In preparing for the upcoming fiscal year, attached you will find the new Authorization to Vendor for fiscal year 2008-09. Please complete, sign, and return all 5 pages by July 1, 2008. Beginning July 1, 2008, payments will only be processed for dates of services rendered after the date the Authorization to Vendor is received by the CRO.

An additional reminder...Processing of Invoices for Services rendered between 10/1/2007-6/30/2008 must be submitted by September 30, 2008.

We would like for all of you to be aware that a vendor kit tab will be posted at <http://www.TN.gov/education/teis>.

As always, we value and appreciate your commitment to helping the State of Tennessee with the implementation of TEIS.